

**Enrolled Minutes of the One hundred fourth Regular or Special Meeting
For the Twenty-Eighth Highland Town Council
Special Meeting
Monday, December 02, 2019**

The Special Meeting of the Highland Town Council was called to order at 6:31 p.m. at the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers. The Town Council President, Steve Wagner, presided and the Town Clerk-Treasurer, Michael W. Griffin, was present to memorialize the proceedings. The meeting was opened with the Town Council President leading the Pledge of Allegiance to the Flag of the United States of America.

Roll Call: Present on roll call were Councilors Bernie Zemen, Dan Vassar and Steve Wagner. Councilor Konnie Kuiper was absent. Councilor Mark Herak arrived immediately after the first item was acted upon on the Agenda. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

Officials Present: Jared Tauber, Tauber Law Offices; Peter Hojnicky, Police Chief; Kenneth J. Mika, Building Commissioner; William R. Timmer, Jr., CFOD, Fire Chief; Lance Ryskamp, Redevelopment Assistant; and Kathy DeGuilio-Fox were also present.

Additional Officials Present: Larry Kondrat, Board of Waterworks Directors; Ed Dabrowski, IT Consultant (contract); and Tom Black, Town Councilor-elect Ward 4, were also present.

Special Orders:

1. **Authorizing the Special Meeting. Action to ratify calling the special meeting/Study session concurrently, pursuant to HMC Section 2.05.130(E).**

Councilor Vassar moved to ratify and approve the holding of the special meeting, pursuant to HMC Section 2.05.130(E). Councilor Zemen seconded. Upon a roll call vote, with Councilors Vassar, Zemen and Wagner voting in the affirmative and no one voting in the negative, the motion passed. The special meeting was ratified and approved.

Councilor Herak arrived for the meeting at this time.

2. **Proposed Ordinance No. 1710:** An Ordinance of the Town of Highland Amending Chapter 5.20 of the Municipal Code Entitled "Licensing of Building Contractors."

Councilor Vassar introduced and moved the consideration of Ordinance No. 1710 at the same meeting of its introduction. Councilor Herak seconded. Upon a roll call vote, a unanimous vote being necessary, Councilors Vassar, Herak and Wagner voted in the affirmative. Councilor Zemen voted in the negative.

A unanimous vote being necessary, the ordinance could not be considered at the same meeting of its introduction. The motion is only dispositive on the matter of consideration at the same meeting of introduction.

The introduced ordinance would be taken up at the plenary meeting of Monday, December 9, 2019.

3. **Resolution No. 2019-57:** A Resolution Approving the Repayment of a Loan From The Municipal Water Utility And Authorizing The Source To Pay Debt Service Monthly On The Water Works Loan Voucher No. 1 Dated October 15, 2019.

Councilor Herak moved the passage and adoption of Resolution No. 2019-57. Councilor Zemen seconded. Upon a roll call vote, there were three affirmatives and one negative.

With Councilors Zemen, Vassar and Wagner voting in the affirmative and Councilor Herak voting in the negative, the motion passed. The resolution was adopted.

Councilor Herak inquired whether the matter of paying interest on the loan as it was not in fact used could be waived. It was noted that the terms were already set. The Board of Waterworks Directors would need to consent.

THE TOWN of HIGHLAND
TOWN COUNCIL
RESOLUTION No. 2019-57

A RESOLUTION APPROVING THE REPAYMENT of a LOAN from the MUNICIPAL WATER UTILITY and AUTHORIZING THE SOURCE TO PAY DEBT SERVICE MONTHLY ON THE WATER WORKS LOAN VOUCHER NO. 1 DATED October 15, 2019.

WHEREAS, The Town Council of the Town of Highland ("Town"), at its meeting of 23 September 2019 passed and adopted Works Board Order No. 2019-26 that authorized and approved the purchase of the property located at **10104 Kennedy Avenue, Highland**, for a purchase price of **\$222,000.00** and the purchase of the property located at **10030 and 10040 Kennedy Avenue, Highland**, for a purchase price of **\$415,000.00**, both contingent upon appropriations being properly adopted and funded;

WHEREAS, IC 8-1.5-3- 11(f) and Section 12.05.050 (D) of the Municipal Code further provide that a cash reserve fund, if authorized by ordinance, may be used to make loans to another utility owned by the same municipality, for periods not to exceed five (5) years, at any interest rate. The repayment of the loan and interest shall be returned to the cash reserve fund;

WHEREAS, Pursuant to that authority, the Board of Waterworks Directors passed Resolution No. 2019-15, that authorized and approved a loan to be made to the Town of Highland from the Water Cash Reserve Fund in the amount of **six hundred, thirty-seven thousand dollars (\$637,000)**;

WHEREAS, The Board further provided terms for interest in the amount of three percent (3%) and that the loan must be repaid no later than 26 September 2024, and at its meeting of 14 October, 2019, the Town Council passed Resolution No. 2019-46 to finally authorize and accept the loan and its terms;

WHEREAS, The purposes for which the loan was made have changed or have been abandoned, as the Town Council passed and adopted Works Board Order No. 2019-31, approving cancellation of certain property purchase agreements, so it is no longer necessary for the loan to be made; and

WHEREAS, The Town Council now wishes to repay the loan and to conclude the loan financing as authorized by the Board of Waterworks Directors authorized by and identified in Works Board Order No. 2019-26,

BE IT HEREBY RESOLVED BY the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That the Town Council of the Town of Highland now determines, authorizes and directs that the loan made by the Waterworks utility to the Civil Town be hereby repaid to the Waterworks Department;

Section 2. That, further, the resources identified and set aside in the Cumulative Capital Development Fund be used to support payment of interest of the waterworks loan payable by the Town of Highland and any costs associated with the cancellation of the agreements to sell real estate, as set forth in Works Board No. 2019-31;

Section 3. That the amounts now unencumbered and unobligated deposited to Corporation Capital Fund be made available for the repayment of the Waterworks Loan Voucher No. 1, dated October 15, 2019, in the amount of **six hundred, thirty-seven thousand dollars (\$637,000)**;

Section 4. That this loan shall be evidenced by a warrant of the Department of Waterworks of the Town of Highland, Indiana dated as of the date of delivery thereof, bearing interest at a rate not to exceed **3% per annum** which interest and principal shall be payable monthly according to the dates and provisions of an amortization schedule, which is an exhibit of this resolution and shall be made a part of its terms;

Section 5. That interest shall be calculated on a **365-day basis**. A sufficient amount of the revenues of the Town to be derived from the Town Cumulative Capital Development levy or such other funds as the Town Council may identify are hereby appropriated and pledged for the payment of interest on said warrant.

Section 6. That the Clerk-Treasurer of said Town is hereby authorized and directed to pay on the warrant as set forth in this resolution and the proper officer of the Waterworks Department shall present the warrant upon satisfaction of the principal and interest of the loan, and there is no penalty for early payment on principal;

Section 7. That the clerk-treasurer as municipal fiscal officer, is hereby directed and authorized to perform such duties and keep such accounts as to fulfill the purpose of and to carry-out the provisions of this resolution.

DULY RESOLVED and ADOPTED this 2nd Day of December 2019 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 3 in favor and 1 opposed.

**TOWN COUNCIL of the TOWN of
 HIGHLAND, INDIANA**

/s/ Steven Wagner, President (IC 36-5-2-10)

Attest:

/s/ Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
 Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

4. Resolution No. 2019-58: Instruction to file a shortfall appeal for only the refund losses to the Sanitary District Special Operating Fund.

Councilor Herak moved the passage and adoption of Resolution No. 2019-58. Councilor Vassar seconded. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The resolution was adopted.

**TOWN of HIGHLAND
 RESOLUTION NO. 2019-58**

A RESOLUTION REGARDING the DISPOSITION of PURSUING a SHORTFALL APPEAL under IC 6-1.1-18.5-16, for the SANITARY DISTRICT SPECIAL OPERATING FUND.

WHEREAS, Section 16 of IC 6-1.1-18.5 provides that a civil taxing unit may request permission from the Department of Local Government Finance to impose a one-time an ad valorem tax levy, that is WITHIN and SUBJECT TO THE PROPERTY TAX CAP PROTECTIONS of Article 10 of the Indiana Constitution, to recover the shortfall provided that:

- (1) the civil taxing unit experienced a property tax revenue shortfall that resulted from erroneous assessed valuation figures being provided to the civil taxing unit;
- (2) the erroneous assessed valuation figures were used by the civil taxing unit in determining its totals property tax rate; and
- (3) the error in the assessed valuation figures was found after the civil taxing unit's property tax levy resulting from that total rate was finally approved by the department of local government finance;

WHEREAS, The Meijer's Corporation did file an assessment appeal for its property located at 10138 Indianapolis Boulevard, Highland, Indiana, for the years 2008 through 2016, which was finally determined affecting the final tax distribution to the Town of Highland and its special service governments for 2017 pay 2018, Fiscal Year 2018;

WHEREAS, The shortfall from the refund is shown as follows:

| FUND | Approved Property Tax LEVY | AMOUNT of REFUND | NET LEVY before Tax caps and adjustments | CIRCUIT BREAKER & COLLECTION LOSS | Effective Collection Rate |
|---------------------------------|----------------------------|------------------|--|-----------------------------------|---------------------------|
| Corporation GENERAL | \$ 5,319,259.00 | \$ 350,972.04 | \$ 4,968,286.96 | \$ 407,062.81 | 86% |
| PARKS & RECREATION | \$ 1,104,038.00 | \$ 72,862.62 | \$ 1,031,175.38 | \$ 84,254.58 | 86% |
| POLICE PENSION | \$ 2,184.00 | \$ 146.60 | \$ 2,037.40 | \$ 132.12 | 87% |
| REDEVELOPMENT GENERAL | \$ 233,694.00 | \$ 15,393.51 | \$ 218,300.49 | \$ 18,246.80 | 86% |
| MCCD | \$ 544,921.00 | \$ 35,991.49 | \$ 508,929.51 | \$ 41,184.93 | 86% |
| PARK BOND & INTEREST | \$ 1,342,100.00 | \$ 93,753.81 | \$ 1,248,346.19 | \$ 29,923.95 | 91% |
| CORPORATION BOND & INTEREST | \$ 1,500,444.00 | \$ 104,749.18 | \$ 1,395,694.82 | \$ 34,377.09 | 91% |
| REDEVELOPMENT BOND & INTEREST | \$ 192,197.00 | \$ 13,414.35 | \$ 178,782.65 | \$ 4,450.15 | 91% |
| SANITARY DIST SPECIAL OPERATING | \$ 205,301.00 | \$ 7,989.97 | \$ 197,311.03 | \$ 93,473.64 | 51% |
| SANITARY DIST BOND & INT EXEMPT | \$ 191,105.00 | \$ 13,341.04 | \$ 177,763.96 | \$ 4,384.09 | 91% |
| SANITARY DIST BOND & INTEREST | \$ 2,129,451.00 | \$ 148,730.63 | \$ 1,980,720.37 | \$ 47,820.66 | 91% |
| WATER DISTRICT BOND & INTEREST | \$ 148,516.00 | \$ 9,969.13 | \$ 138,546.87 | \$ 3,794.00 | 91% |
| | | \$ 867,314.37 | | | |

WHEREAS, The Town of Highland in considering its proposed budget for FY 2020, did include in its publication and later adopted property tax levies for all funds impacted by the short fall owing to the Meijer assessment appeal,

NOW, THEREFORE BE IT RESOLVED by the Town Council of Highland, Lake County, Indiana, as follows:

Section 1. That the Highland Town Council hereby determines and finds that the Indiana Department of Local Government Finance will not approve shortfall levy appeals for any funds that are for debt service or are cumulative funds;

Section 2. That, the Highland Town Council further hereby determines and finds that while the shortfalls are significant in the civil government funds, particularly the Corporation General Fund, losing \$350,972.04, the Parks and Recreation (General) Fund, losing \$72,862.62 and the Redevelopment General Fund losing \$15,393.51, the shortfalls are sufficiently absorbed by the fund balance reserves required by Article V of Chapter 3.45 specifically set forth in Sections 3.45.210 through 3.45.220 of the Highland Municipal Code, *therefore no shortfall appeal shall be filed for the civil government funds*;

Section 3. That, the Highland Town Council further hereby determines and finds the following:

(A) That the shortfall to the Sanitary District Special Operating Fund, in the amount of \$7,989.97 **to be significant therefore a shortfall appeal as authorized under I.C. 6-1.1-18.5-16, for this amount is hereby authorized and approved**;

(B) That the Sanitary District of the Town of Highland experienced a property tax revenue shortfall that resulted from erroneous assessed valuation figures being provided to the Sanitary District of the Town of Highland;

(C) That the erroneous assessed valuation figures were used by the Sanitary District of the Town of Highland in determining its totals property tax rate; and

(D) That the error in the assessed valuation figures was found after the Sanitary District of the Town of Highland's property tax levy resulting from that total rate was finally approved by the department of local government finance;

Section 4. That the proper officials, of the Town are hereby authorized and directed to sign and file the required petition with the Indiana Department of Local Government Finance, and to take such further action as may be deemed necessary or appropriate to complete the petition and file for the refund shortfall appeal authorized by this resolution.

DULY RESOLVED and ADOPTED this 2nd Day of December 2019 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

/s/Steven Wagner, President (IC 36-5-2-10)

Attest:

/s/Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

5. **Works Board Order 2019-32:** An Order of the Works Board Authorizing the Purchase of Firefighters Protective Garments Known as Turn-out Gear, As well as Authorizing the Purchases Outlined in and Supported by a Homeland Security Grant for training, Meters and Thermal Imagers.

Councilor Vassar moved the passage and adoption of Works Board Order 2019-32. Councilor Herak seconded. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The order was adopted.

**Town of Highland
Board of Works
Order of the Works Board 2019-32**

AN ORDER OF THE WORKS BOARD AUTHORIZING THE PURCHASE OF FIREFIGHTERS PROTECTIVE GARMENTS KNOWN AS TURN-OUT GEAR, AS WELL AS AUTHORIZING THE PURCHASES OUTLINED IN AND SUPPORTED BY A HOMELAND SECURITY GRANT FOR TRAINING, METERS AND THERMAL IMAGERS.

Whereas, The Town of Highland, Fire Department, as part of its public duties, has responsibility for fire suppression and emergency response, including equipping firefighters for their safety in such a response, throughout the Town of Highland and the Fire Chief has determined a need to purchase replacement Fire Fighter's protective garment sets, known as Turn-out gear, in order to carry out its responsibility;

Whereas, The Fire Chief has determined a need to replace certain equipment and supplies and has further determined the purchase price of each unit, will be below \$50,000.00, pursuant HMC Section 3.05.060(G);

Whereas, The Fire Chief has identified **Garner Sales and Service** as a desirable source vendor for twenty-three (23) sets of turn out gear at the unit price of **\$2,652.17** each;

Whereas, The Fire Chief has further identified **Air One of Illinois** as a desirable source vendor for twenty-three (23) sets of turn out gear at the unit price of \$ **2,598.00** each;

Whereas, The total price of the entire purchase of turn-out gear from each of the vendors identified above is in the **not to exceed** amount of **one hundred twenty-two thousand dollars (\$122,000)**, to be paid from an appropriation in the Public Safety Local Income Tax Fund;

Whereas, The Fire Chief has procured a **Homeland Security Grant**, that will reimburse the town for the purchases of equipment and training, for a total reimbursement of **\$53,206** for purchases that have been identified in the amount of **\$52,306**;

Whereas, The price for all of these purchases exceeds \$15,000.00 and, pursuant to Section 3.05.040 (C) as well as Section 3.05.050 (B)(1) of the Highland Municipal Code requires the express approval of the purchasing agency;

Whereas, The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030 (A)(3) of the Highland Municipal Code serves as the purchasing agency for the Fire Department; and

Whereas, The Fire Chief, pursuant to Section 3.05.050 (D)(4) of the Highland Municipal Code, serves as the Purchasing Agent for the Fire Department;

Whereas, The Purchasing Agent, pursuant to Section 3.050.060 (G) of the Highland Municipal Code, expected that the each of the purchases supported by the **Homeland Security Grant** would not be in excess of \$50,000.00, thereby qualifying for treatment as a small purchase, and therefore, the purchasing agent determined to purchase in the open market in accordance with 3.05.060 (G)(2) of the Highland Municipal Code;

Whereas, The Purchasing Agent, pursuant to Section 3.05.065 (L) of the Highland Municipal Code, has determined that the turnout gear is a **special purchase** and thereby may be purchased without resort to seeking quotes or bids for the following reasons: (1) to obtain comparative functional information or comparative data, or (2) for a purpose that in the judgement of the Fire Chief may advance the long-term competitive position of the governmental body;

Whereas, The purchase of the equipment will be supported by the appropriations identified in the budget of the Public Safety Local Income Tax Fund; and

Whereas, The Town Council now desires to approve and authorize the Fire Chief to complete the purchase pursuant to the terms stated herein,

Now Therefore Be it Ordered by the Town Council of the Town of Highland, Lake County, Indiana:

Section 1. That the proposal of **Garner Sales** for twenty-three sets of turn-out gear, at the unit price of \$ **2,652.17** each, in the amount of sixty-thousand, nine hundred, ninety-nine dollars and ninety-one cents (**\$60,999.91**) plus shipping in the amount is hereby accepted, authorized and approved in all respects;

Section 2. That the proposal of **Air One of Illinois** for twenty-three sets of turn-out gear, at the unit price of \$ **2,598.00** each, in the amount of fifty-nine thousand, seven hundred fifty-four dollars (**\$ 59,754.00**) plus shipping in the amount is hereby accepted, authorized and approved in all respects;

Section 3. That the **Homeland Security Grant**, procured by the Fire Chief, that will reimburse the town for the purchases of equipment and training, for a total reimbursement of **\$53,206** for the following purchases:

- (A) Seven (7) gas detectors to be purchased from Fire Service, Incorporated for a total price of **thirteen thousand, five hundred dollars (\$13,500.00)**;
- (B) Two (2) thermal imagers to be purchased from Fire Service, Incorporated for a total price of **seventeen thousand, one hundred six dollars, (\$17,106.00)**;
- (C) Certain training software and associated training to be purchased from Target Solutions for a total price of **twenty-one thousand, seven hundred dollars, (\$21,700.00)**;

Section 4. That the Town Council acting as the Works Board hereby finds and determines the following:

(A) That all the purchases authorized and approved by this order supported under the **Homeland Security Grant**, represent a duly executed *small purchase* pursuant to IC 5-22 and Section 3.05.060 (G) of the Highland Municipal Code;

(B) That the purchases of Turn-out Gear from Garner Sales and Air One Supply of Illinois authorized and approved by this order, represent duly executed *special purchases*, pursuant to IC 5-22 and Section 3.05.065 (L) of the Highland Municipal Code, made to obtain comparative functional information or comparative data, or for a purpose that in the judgement of the Fire Chief may advance the long-term competitive position of the governmental body, are hereby further affirmed;

Section 5. That the Fire Chief is now authorized and approved to execute the purchase agreement and any additional documents in order to implement this purchase and then file any such documents as financial materials with the Office of the Clerk-Treasurer, pursuant to IC 36-5-4-14.

Be it So Ordered.

Duly, Passed and Adopted by the Town Council of the Town of Highland, Lake County, Indiana this 2nd day of December 2019 having passed by a vote of 4 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

/s/ Steven Wagner, President (IC 36-5-2-10)

Attest:

/s/ Michael W. Griffin, IAMC/MMC/CFPA/CPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

6. **Works Board Order 2019-33: An Order Overturning, Withdrawing and Repealing a Purchase Authorized under Works Board Order No. 2019-29, and then Approving and Authorizing the Metropolitan Police Chief to Purchase and Purchase from John Jones of Salem, IN through the State of Indiana (1) one 2020 Dodge Charger Police vehicle pursuant to I.C. 5-22-8-2.**

Councilor Herak moved the passage and adoption of Works Board Order No. 2019-33. Councilor Zemen seconded. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The order was adopted.

**Town of Highland
Board of Works
Order of the Works Board 2019-33**

An Order Overturning, Withdrawing and Repealing a Purchase Authorized under Works Board Order No. 2019-29, and then Approving and Authorizing the Metropolitan Police Chief to Purchase and Purchase from John Jones of Salem, IN through the State of Indiana (1) one 2020 Dodge Charger Police vehicle pursuant to I.C. 5-22-8-2.

Whereas, The Town of Highland Metropolitan Police Department, as part of its public duties, has a responsibility for patrol, public safety and protection of life and property throughout the Town of Highland and, from time to time, it is necessary to purchase and or lease materials and supplies in order to carry out the functions of the department;

Whereas, The Metropolitan Police Chief has determined a need to replace certain equipment and supplies and has further determined the purchase price will be no more than \$50,000.00;

Whereas, The Metropolitan Police Chief had identified John Jones of Salem, IN through the State of Indiana to be a desirable source vendor for the purchase of one (1) 2019 Dodge Charger Police vehicle at price of **\$25,741.00**, the purchase of which was approved by the passage of Works Board Order No. 2019-29, at the Town Council plenary meeting of 28 October 2019;

Whereas, The Metropolitan Police Chief has been reliably advised that the 2019 series are no longer available or in production and that the source vendor can provide a 2020 model year with essentially the same specifications;

Whereas, The Metropolitan Police Chief has now identified John Jones of Salem, IN through the State of Indiana to be a desirable source vendor for the purchase of one (1) 2020 Dodge Charger Police vehicle at price of **\$27,053.00**;

Whereas, The price for the purchase exceeds \$15,000.00 and, pursuant to Section 3.05.040 (E) as well as Section 3.05.050 (B) as well as Section 3.05.060 F (1) of the Highland Municipal Code, such purchase requires the express approval of the purchasing agency;

Whereas, The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030 (A)(2) of the Highland Municipal Code serves as the purchasing agency for the Metropolitan Police Department;

Whereas, The Metropolitan Police Chief, pursuant to Section 3.05.050 (D)(2) of the Highland Municipal Code, serves as the Purchasing Agent for the Metropolitan Police Department;

Whereas, The Purchasing Agent, pursuant to Section 3.050.060 (G)(2) of the Highland Municipal Code, expects that the purchase would be less than \$50,000 and therefore would be purchased in the open market without inviting or receiving bids;

Whereas, The Purchasing Agent, elected to purchase in the open market pursuant to Section 3.05.060 (G)(2) of the Highland Municipal Code, with a dollar amount as follows:

John Jones 1520 S Jackson St., Salem Indiana at a unit price
\$27,053.00 for the purchase of one (1) vehicle, 2020 Dodge
Charger;

Whereas, The purchase of the vehicle will be supported by the Municipal Capital Cumulative Fund (MCCD); and,

Whereas, The Town Council now desires to approve and authorize the Police Chief to complete the purchase pursuant to the terms and stated herein,

Now, Therefore Be It Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board of Municipality:

Section 1. That the Works Board hereby overturns, withdraws and repeals the purchase authorization made in **Works Board Order No. 2019-29**, passed on 28 October 2019;

Section 2. That the Works Board now hereby authorizes and approves the purchase from John Jones of Salem, IN for the purchase of one (1) 2020 Dodge Chargers at the price of **\$27,053.00**;

Section 2. That the Works Board hereby finds and determines that the offer from John Jones of Salem to be the lowest responsive and responsible offered at the total price of **\$27,053.00**, all pursuant to IC 5-22-8-2 and Section 3.05.060 (F)(3) of the Highland Municipal Code;

Section 3. That the Metropolitan Police Chief is now authorized and approved to execute the purchase agreement and any additional documents in order to implement this purchase and then file these documents as financial materials with the Office of the Clerk-Treasurer, pursuant to IC 36-5-4-14.

Be It So Ordered.

DULY, ADOPTED and ORDERED BY the Town Council of the Town of Highland, Lake County, Indiana, acting as the Board of Works, this 2nd day of December 2019 having passed by a vote of 4 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

/s/Steve Wagner, President (IC 36-5-2-10)

Attest:

/s/Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1;IC 36-5-6-5)

Adjournment. There being no further business for the special meeting, Councilor Vassar moved to adjourn. Councilor Zemen seconded. Upon a roll call vote, there were four affirmatives and no negatives. The motion to adjourn passed. The Special meeting of the Town Council of Monday, December 02, 2019, adjourned at 6:46 O'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer